



**BOARD OF SELECTMEN**  
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**BOARD MEETING MINUTES**  
**June 13, 2019**  
**9:00 A.M.**

**Selectmen Present:** Daniel Baker, Robyn Bates

**Selectmen Absent:** Charles Kenison

Mr. Baker called the meeting to order at 9 a.m.

**PRIMARY:**

\*\*\* **APPROVE MINUTES**  
- June 4, 2019

Ms. Bates made a motion to approve the minutes. Mr. Baker seconded. Mr. Baker – Yes, Ms. Bates - Yes. Approved – 2-0

\*\*\* **APPROVE MANIFESTS**

Ms. Bates made a motion to approve the manifests. Mr. Baker seconded. Mr. Baker – Yes, Ms. Bates - Yes. Approved – 2-0

\*\*\* **REVIEW SIGNATURE FOLDER** – The Selectmen reviewed and signed.

\*\*\* **CONSTRUCTION PERMIT**  
- Map 10, Lot 16  
- Map 12, Lot 63-3

**Map 10, Lot 16** - The Selectmen agreed to defer until the Notice of Decision was received from the Planning Board.

**Map 12, Lot 63-3** – Ms. Bates made a motion to approve the Construction Permit for Map 12, Lot 63-3. Mr. Baker seconded. Mr. Baker – Yes, Ms. Bates - Yes. Approved – 2-0

**9:15 MEET WITH DILUZIO AMBULANCE**

Acting Fire Chief Dubriske and Robert DiLuzio, Jr. Administrator DiLuzio Ambulance Service met with the Selectmen to discuss ambulance coverage from DiLuzio. Mr. Baker gave a quick overview of the Selectmen's view of where the Town stands at this point. Mr. Baker stated the Town has a need for DiLuzio's services on a regular basis as the Town goes through changes. Mr. Baker also shared that there was an interest to collaborate and at one point there was an ambulance committee. The Selectmen thought this was an opportunity to collaborate with Richmond and Troy on something that would benefit all three towns. Mr. Baker shared that DiLuzio's would be someone they would want to contact. Mr. Baker stated the need to discuss on an interim basis and long term. Mr. DiLuzio, Jr. shared they currently have a paramedic interceptor agreement and also have a backup ambulance, if town's can't get their ambulance out or if there's a multi-car accident. They integrated those contracts years ago because with everyone showing up, they were tripping over each other.

Mr. DiLuzio, Jr. shared that on the ambulance side – mutual aid, municipal and if the ambulance was out, they handle the second call, or if there was a need for 2-3 ambulances, or the town was on a call and we max out, DiLuzio would back us up and there was no charge for that. Mr. Baker asked if DiLuzio was paid by insurance or the patient. Mr. DiLuzio, Jr. explained that on the municipal side, if the town can't get a crew, toned and no one responds, DiLuzio answers the call – municipal class – bill insurance and patient and if they can't collect, the town gets the bill – quarterly. There was a flat fee for paramedic intercept. If underpaid or not paid, the Town would be billed. Mr. DiLuzio, Jr. explained how Medicare pays for services. He also explained that they have to take off of the mandated difference and when they bill the town, DiLuzio was already six months out from trying to get paid. Mr. DiLuzio, Jr. mentioned that starting in 2020, Medicare would pay the actual cost of ambulance services. Medicaid was similar but pay much less and DiLuzio can't bill for the difference.

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Mr. DiLuzio, Jr. explained what has happened over the years. Volunteers were down and there were many reasons – it's nation-wide. They are now backing up those calls in a number of towns – if the person doesn't go to the hospital – DiLuzio doesn't get paid. Their collections were going down as they were doing more of those calls and their calls were going up. They need to do something different. The ambulance was paid as a standby and they were feeling the impact of that. Mr. DiLuzio, Jr. shared that they were always here to help and won't turn anyone away but they need to do something different.

Mr. Baker discussed needing DiLuzio as the first responder for 90 days. Acting Fire Chief Dubriske shared that in the last two months, he has been collaborating with Richmond and Troy to put together plans. He felt that DiLuzio was needed through the summer and hoped that by September to have a solid plan and would sit down with DiLuzio to discuss. Acting Fire Chief Dubriske shared that they were relying on DiLuzio.

Mr. DiLuzio, Jr. mentioned that he met with the ambulance committee and proposed collaboration because Troy was in the same situation. Mr. DiLuzio, Jr. shared that they were Richmond's ambulance. Mr. DiLuzio, Jr. discussed regionalization for areas. Mr. Baker agreed that it made sense. Acting Fire Chief Dubriske discussed the committee being created. Mr. Baker asked if it would be a southern location, to shorten the commute. Mr. DiLuzio, Jr. shared they would try to move the ambulance to Fitzwilliam. Housing was needed and Meadowood would be a perfect location. Mr. DiLuzio, Jr. shared that this was proposed. Mr. Baker would like to get that moving and noted we needed 90 days. Mr. Baker asked for something in writing, wanted to include Mr. Kenison. Ms. Bates asked Acting Fire Chief Dubriske to include their analysis. He (Dubriske) shared that he has talked with the surrounding Fire Chief's and the committee and they would discuss the plan with Mr. DiLuzio, Jr. Mr. Baker asked about Rindge. Both Acting Fire Chief Dubriske and Mr. DiLuzio, Jr. shared that they work with Jaffrey. Mr. DiLuzio, Jr. stated they were still part of mutual aid. Mr. Baker asked if there were limitations to where they would respond. Mr. DiLuzio, Jr. shared that they go to Gardner now when responding and they try to go back to Keene when they can. They work with Peterborough quite a bit. They take the patient where they want to go. Mr. Baker asked if they have collaborated with other towns. Mr. DiLuzio, Jr. shared they come out of Keene and were looking into some daytime per diems - Marlborough and Harrisville. Mr. DiLuzio, Jr. mentioned they haven't done a three town collaboration. Mr. DiLuzio, Jr. shared that if Fitzwilliam took this on alone it would be a much greater cost but if a three town collaboration, the cost would be spread out. Mr. DiLuzio, Jr. stated that if Fitzwilliam would house and give the ambulance (worth approximately \$100,000), they would look at how that would pan out. Mr. DiLuzio, Jr. would like to look at it. Mr. Baker stated that he wanted to move forward but it would probably need a Town Warrant. Acting Fire Chief Dubriske shared that the surrounding Fire Chief's want to also get moving. Mr. DiLuzio, Jr. suggesting bringing this to the committee and mentioned that it was in their best interest to collaborate with Troy. Mr. Baker agreed. Everyone agreed it was important to talk about a three town collaboration.

Mr. Baker discussed his experience on the fire department and mentioned that even if we have the ambulance, he would have a rescue squad who could be there within ten minutes. Mr. Baker noted that if we had an ambulance service here, we would still want rescue personnel on the Fire Department. Mr. DiLuzio, Jr. stated he encourages Towns to have a rescue squad. Mr. Baker doesn't want to replace that, wanted to enhance. Mr. DiLuzio, Jr. discussed training. Acting Fire Chief Dubriske shared that they were ready to collaborate and that Richmond, Troy and Fitzwilliam would start responding to each other's calls to get familiar with working together. He (Dubriske) would be meeting with the FireWards next week. Mr. Baker asked if they could set a time to get a proposal from Mr. DiLuzio, Jr. Mr. DiLuzio, Jr. shared that he would meet with the Selectmen or send the proposal down. Mr. DiLuzio, Jr. asked how many EMS calls there were and Acting Fire Chief Dubriske stated there were 240 EMS calls (average per year). Mr. DiLuzio, Jr. asked how many were transports? He (Dubriske) didn't know and mentioned the Fire Department was coming into their slow time where they average 30 calls a month and in winter average 40 calls a month. During July they average 28-30 calls a month. Mr. DiLuzio, Jr. asked about revenue & collection rates. Ms. Favreau would get Mr. DiLuzio, Jr. that information. The population was estimated at 2,400. Mr. DiLuzio, Jr. asked for a week or so to get something to the Selectmen. Mr. DiLuzio, Jr. mentioned they would like to do an interim standby fee to cover their initial costs. Ms. Bates asked how Meadowood would be staffed. Mr. DiLuzio, Jr. shared they would have 2 people 24/7. Ms. Bates asked if the Fire Department had a matrix of our calls. Acting Fire Chief Dubriske stated calls were all over the place. The Fire Chief's liked DiLuzio providing coverage at the station in Fitzwilliam as it seemed to be the ideal location to cover both Richmond and Troy as well. It was mentioned that Troy has an ambulance and were willing to kick in. If a second call came in they would have an additional ambulance with Troy and Fitzwilliam and the personnel to handle. The Selectmen agreed that this sounded like the ideal thing – to collaborate with local towns. Acting Fire Chief Dubriske noted there were three great Fire Chiefs working together. Discussion was held on the number of tones that happen for a call and the time to respond and arriving at the location and getting volunteers.

The Selectmen thanked Mr. DiLuzio, Jr. for meeting with them. Mr. DiLuzio, Jr. shared that collaboration was awesome. Acting Fire Chief Dubriske stated that collaboration needed to happen. Everyone agreed. Mr. Baker shared that they needed to find out their current level of service and identify where they wanted to be.

Mr. Baker asked Acting Fire Chief Dubriske to meet with the Selectmen on Tuesday, June 25<sup>th</sup>.

## BOARD MEETING MINUTES

June 13, 2019

### 9:45 MEET WITH GENE CUOMO, ROAD AGENT - NON-PUBLIC SESSION RSA 91-A:3 II(a) – Evaluations

At 9:46 a.m. Ms. Bates made a motion to go into non-public session under RSA 91-A:3 II(a). Mr. Baker seconded and the motion passed 2-0. Roll Call vote: Mr. Baker – Yes, Ms. Bates - Yes.

At 9:52 a.m. Ms. Bates made a motion to leave non-public session and seal the minutes as disclosure would adversely affect the reputation of the person other than a member of the board. Mr. Baker seconded and the motion passed 2-0. Roll Call vote: Mr. Baker – Yes, Ms. Bates - Yes.

The Selectmen discussed the Town sign that was damaged with Mr. Cuomo. Discussion was held on who maintained the area around the sign. Mr. Cuomo thought there would be a folder on the sign in the Selectmen's Office.

### 10:15 MEET WITH LEONARD DISALVO, POLICE CHIEF - Shooting Range

Chief Leonard DiSalvo handed the Selectmen a proposal for a Firing Range located off Route 12 South (Map 8, Lot 1). Chief DiSalvo gave background history on where they now hold police shooting training. Chief DiSalvo noted that the public was always there. Chief DiSalvo shared that he remembered this piece of land was a cleared lot of 300' and was cleared for a baseball field. Mr. Cuomo shared that it wasn't a good location for the recreation department. Chief DiSalvo reviewed his proposal with the Selectmen. Mr. Baker asked in what direction they would shoot. Chief DiSalvo stated it would be west. Chief DiSalvo mentioned that all of the material was on site and that Mr. Cuomo had calculated it would take a day to move sand to create a backstop. Discussion was held on signage, nothing being on the site, town property, no structure on site, would be no affect from it being a firing range if the Town decided to use the property for something else. A gate would be put in – currently, there are two boulders blocking the road. Signs would be put out in the woods. Mr. Baker asked if Chief DiSalvo had money. Chief DiSalvo noted the cost would be one of the highway guys coming out to ready the site, plus the cost of signs. Mr. Baker thought it was a good idea, it was private and for training. Mr. Baker stated he was an advocate to get rid of Town property to get it back on the tax rolls. Mr. Baker suggested that as a courtesy the abutters should be notified. Mr. Baker asked how often the firing range would be used. Chief DiSalvo thought it would probably be a half dozen times a year. Mr. Baker suggested to notice the abutters that the use would be once a month. Chief DiSalvo asked how far out. The Selectmen replied to notice anyone that was an abutter. The Selectmen wanted to send a letter notifying them of the plan to use as a firing range. Mr. Baker wanted to hear if there was any comments from residents. Chief DiSalvo shared that he would get with Ms. Favreau next week to send out a notice to the abutters. Ms. Bates shared per the definition of an abutter, the Selectmen would want to notice all of the abutters. The Selectmen agreed and Chief DiSalvo agreed to wait to hear if there were any comments from the abutters. Chief DiSalvo would follow-up with the Selectmen.

### 10:30 NON-PUBLIC SESSION RSA 91-A:2 I(b) – LEGAL MATTERS

At 10:30 a.m. Mr. Baker made a motion to go into non-public session under RSA 91-A:3 II(b). Ms. Bates seconded and the motion passed 2-0. Roll Call vote: Mr. Baker – Yes, Ms. Bates - Yes.

At 11:05 a.m. Ms. Bates made a motion to leave non-public session and seal the minutes as disclosure would adversely affect the reputation of the person other than a member of the board. Mr. Baker seconded and the motion passed 2-0. Roll Call vote: Mr. Baker – Yes, Ms. Bates - Yes.

Ms. Bates' concern was that the Selectmen can't wait every two weeks to interact with them (Planning Board). Mr. Baker shared that they needed to be careful of not overburdening the volunteers. Ms. Bates shared that if the Planning Board or Conservation Commission has information that their Chairman feels that they need to hear in the information sharing with legal – they need to be on-call if they want to be involved. Mr. Baker felt if getting the answers take two weeks – that's what it takes. Ms. Bates shared that hearing that the negotiations continue even after filing with the SEC was a good thing to hear.

### \*\*\* REVIEW ELECTRICAL PLAN FOR COMMON

The Selectmen reviewed the electrical plan. The Common Committee wanted a timer switch on the panel for the Christmas tree and there is enough power to give each its own individual breaker. Mr. Baker was fine with the plan as long as it was fine with the Common Committee. Mr. Baker would like to get pricing from John Greer and to mention to him that Mr. Baker has given a roll of 250-300 feet of UF cable - brand new. We need to ask the Highway guys if they would trench.

### \*\*\* REVIEW TOWN HALL RENTAL APPLICATION

Ms. Bates wanted to wait until the Selectmen discuss with legal counsel. The recommendation was to sign the application and go with the July 18<sup>th</sup> date. Ms. Bates asked if they had held an information session before. Mr. Baker shared that they haven't met with the Town on a regular basis. Mr. Baker also shared that he had accompanied NextEra up to the steeple to take pictures of the view to determine if there would be an impact.

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Mr. Baker reviewed the Application for Rental of Town Property request from NextEra for a Public Information Session on July 18, 2019 in the Town Hall – Upper Hall from 5 – 7 p.m.

Ms. Bates made a motion to approve the Application for Rental of Town Property request from NextEra for July 18, 2019 in the Town Hall – Upper Hall and to charge the same fee as charged at their last meeting. Mr. Baker seconded. Mr. Baker – Yes, Ms. Bates - Yes. Approved – 2-0

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### FOLLOW-UP DISCUSSION ON THE HISTORIC STRUCTURE REPORT

- Review Invoice
- Decide if you want Dave Drasba to meet to review

The Selectmen reviewed the report. Ms. Bates mentioned that on page 5, it should reference the 6 others and note how many were still in historic integrity. Ms. Bates mentioned the steeple in Troy. She noted it was more for informational reference. Ms. Bates stated this is the only steeple still intact since it was built. Ms. Bates asked if we still need to replace based on Jay Southgate's recommendation. Ms. Bates noted that she enjoyed reading the historical report as it contained a lot of information. She mentioned page 33 – Preservation - Primary character features. Ms. Bates noted that pretty much everything in the Town Hall was noted as should be preserved. Mr. Baker stated this was what he had objected to the most. So much needed to be replaced (the Selectmen's opinion). Mr. Baker noted that Mr. Drasba was opposite of the Selectmen. Ms. Bates asked if this was possible, and also asked if we had received an updated proposal from Mr. Southgate. Ms. Bates asked that Ms. Favreau follow-up with Mr. Southgate. Mr. Baker asked Ms. White to get an e-mail out to the Selectmen, listing the current status with the request for an updated quote from Mr. Southgate and to identify what on the dentil was repair and replace. Mr. Baker stated the need to get with Mr. Drasba to review the discrepancy where he has noted to repair and the Selectmen want to replace. The Selectmen want to pin down the repair versus replace. Mr. Baker thought that Mr. Southgate's decision to repair or replace wouldn't align with the Secretary of the Interior's Standards for Restoration. Mr. Southgate needed to give a best guess estimate. The Selectmen want to meet with Mr. Drasba. The Selectmen were concerned with what Mr. Drasba included in his report after review of Mr. Southgate's proposal. A conflict exists between repair and replace. The Selectmen would like Ms. Favreau to schedule a meeting with Mr. Drasba, after the information has been received from Mr. Southgate.

Ms. Bates noted the overall maintenance and they (Selectmen) needed to review what needed to be repaired now. Ms. Bates would like Mr. Southgate's opinion as to whether the roof should be repaired before the steeple work was done. Mr. Baker shared that the roof needed to be maintained and he felt we needed to do our maintenance. Mr. Baker wondered why there was such a big difference in the roofing proposals. It was noted some of the difference was replace versus repair. Ms. White would follow-up with Ms. Favreau.

The Selectmen reviewed Mr. Drasba's invoice and it was noted that he had used up the full amount. Discussion was held on the lack of detail to the billing and the overage incurred that wasn't billed to the Town. The Selectmen wanted a reconciliation of payments.

**RECAP:** The Selectmen deferred approval of the invoice until they review the original proposal. The Selectmen also wanted to meet with Mr. Drasba. The Selectmen needed information from Mr. Southgate and for this information to be e-mailed to the Selectmen as they wanted to resolve at their meeting on Tuesday, June 25<sup>th</sup>. Need to contact Mr. Drasba to update page 33 and 34 for the Selectmen to approve on Tuesday, June 25<sup>th</sup>. Mr. Baker stated he would call Mr. Drasba to let him know what would be coming. Mr. Baker would also contact Mr. Southgate.

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### OPEN SEALED BIDS SUBMITTED FOR TAX DEEDED PROPERTIES

The Selectmen opened and reviewed the sealed bids for the following tax deeded properties:

**Map 6, Lot 20-3** – No Bid received

**Map 10, Lot 18** – One bid received: William Arnold and Kim Hope Smith in the amount of \$701.

Ms. Bates made a motion to deny awarding the bid on the basis of back taxes owed. Mr. Baker seconded. Mr. Baker – Yes, Ms. Bates - Yes. Approved – 2-0

Dana Pinney asked about the process. Mr. Baker explained.

**Map 10, Lot 61** – Three bids received: 1. William Arnold in the amount of \$501.  
2. Hong Hu in the amount of \$102.  
3. Scott Hagstrom in the amount of \$350.

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Ms. Bates made a motion to accept Scott Hagstrom's bid for \$350. He has a known tax history. Mr. Baker seconded. Mr. Baker – Yes, Ms. Bates - Yes. Approved – 2-0

**Map 10, Lot 63** – Two bids received: 1. Hong Hu in the amount of \$102.  
2. Scott Hagstrom in the amount of \$350.

Ms. Bates made a motion to accept Scott Hagstrom's bid for \$350. Mr. Baker seconded. Mr. Baker – Yes, Ms. Bates - Yes. Approved – 2-0

**Map 10, Lot 66** – One bid received: Edward Zeng in the amount of \$101.

Ms. Bates made a motion to accept Edward Zeng's bid for \$101. Mr. Baker seconded. Mr. Baker – Yes, Ms. Bates - Yes. Approved – 2-0

**Map 16, Lot 60 – 6-1** – One bid received: Cynthia & Charles Martin in the amount of \$2,000.

Ms. Bates made a motion to accept Cynthia & Charles Martin's bid for \$2,000. Mr. Baker seconded. Mr. Baker – Yes, Ms. Bates - Yes. Approved – 2-0

**Map 32, Lot 02-01** – One bid received: Benny Warnke in the amount of \$2,300.

Ms. Bates made a motion to accept Benny Warnke's bid for \$2,300. Mr. Baker seconded. Mr. Baker – Yes, Ms. Bates - Yes. Approved – 2-0

**Map 36, Lot 23** – Two bids received: 1. Benny Warnke in the amount of \$3,700.  
2. Sophie Ladman in the amount of \$1,024.

Ms. Bates made a motion to accept Benny Warnke's bid for \$3,700. Mr. Baker seconded. Mr. Baker – Yes, Ms. Bates – Yes. Approved – 2-0.

Mr. Pinney asked if this was the only way to purchase Town owned property. Mr. Baker explained the process.

### \*\*\* SIGN EVERSOURCE SETTLEMENT – REVIEWED BY JOE HOPPOCK

The Selectmen had voted to approve at a prior meeting and signed the original settlement agreement.

### \*\*\* REVIEW PROPERTIES ELIGIBLE FOR TAX DEEDING

The Selectmen agreed to defer until their next meeting.

### \*\*\* NON-PUBLIC SESSION RSA 91-A:3 II(a) – Evaluations

The Selectmen agreed to defer until their next meeting.

### ON-GOING BUSINESS: - STEEPLE PROJECT

### INFORMATION:

**Meeting Schedule:** 9:00 a.m. – Thursday, June 13, 2019  
7:00 p.m. – Wednesday, June 19, 2019  
9:00 a.m. – Tuesday, June 25, 2019

Ms. Bates made a motion to adjourn the meeting at 11:53 a.m. Mr. Baker seconded and the motion passed. 2-0

Submitted by:  
Sheryl White  
Secretary to the Board of Selectmen

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Daniel Baker, Chairman

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Robyn Bates  
Board of Selectmen